

**DRIEMS POLYTECHNIC****DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING****LESSON PLAN****DISCIPLINE:-CSE****SEC-A****SEMESTER:-2nd****FROM DATE :- 09/01/2026****TO DATE :- 08/05/2026****NAME OF TEACHING FACULTY: Er.Sambit Kumar Sahoo****SUBJECT:-INTRODUCTION TO IT SYSTEMS****TOTAL NO. OF CLASS ALLOTTED AS PER SYLLABUS:- 45****NO.OF PERIOD/PER WEEK CLASS ALLOTTED:-4****TOTAL NO. OF CLASS AVAILABLE IN SEM:-62**

SL NO.	WEEK	CLASS DATE	NO. OF CLASS/DAY	TOPICS
1	Week-01	09/01/2026	1	Discussion on Outcome Based Education
		12/01/2026	1	1.1 BASIC INTERNET SKILL 1.1.1 What is the Internet?
		13/01/2026	1	1.1.2 Common Applications of the Internet 1.1.3 Glossary for the Internet Basics
		14/01/2026	0	HOLIDAY
2	Week-02	16/01/2026	1	1.2 UNDERSTANDING A BROWSER 1.2.2 Common Browser Features
		19/01/2026	1	1.2.3 Constituent of a Web Browser 1.3 EFFICIENT USE OF SEARCH ENGINES
		20/01/2026	1	1.3.1 What is a Search Engine? 1.3.2 Some Popular Browser Variants
		21/01/2026	1	1.3.3 Types of Web Searches
3	Week-03	23/01/2026	0	HOLIDAY
		26/01/2026	0	HOLIDAY
		27/01/2026	1	1.3.4 How do Search Engines Work?
		28/01/2026	1	1.3.5 How to Search the Web? 1.4 AWARENESS ABOUT DIGITAL INDIA PORTALS
4	Week-04	30/01/2026	1	1.4.1 What is Digital India? 1.4.2 Pillars of Digital India Program
		02/02/2026	1	1.5 STATE Portal 1.5.1 Features of State Portals 1.5.2 How to Navigate a State Portal?
		03/02/2026	1	1.6 How to Navigate a College Portal?
		04/02/2026	1	1.7 CENTRAL PROCESSING UNIT (CPU)
5	Week-05	06/02/2026	1	1.8 TYPES OF COMPUTER MEMORY 1.9 DISPLAY
		09/02/2026	1	1.10 KEYBOARDS 1.11 MOUSE 1.12 HARD DISK DRIVE (HDD)
		10/02/2026	1	1.13 OTHER PERIPHERAL DEVICES
		11/02/2026	1	WINDOW OS INSTALLATION
6	Week-06	13/02/2026	1	LINUX OS INSTALLATION
		16/02/2026	1	UNIX SHELL
		17/02/2026	1	2.3.2 Shell Type
		18/02/2026	1	2.4.1 Directory and File Manipulation Commands
7	Week-07	20/02/2026	1	VI EDITOR 2.5.1 Command mode 2.5.2 Insert mode
		23/02/2026	1	3.1.1 Structure of an HTML Document 3.1.2 How to create a Webpage?
		24/02/2026	1	3.1.3 Basic HTML Tags 3.1.4 Page Setting Tags
		25/02/2026	1	3.1.5 Listing Tags 3.1.6 Adding Graphics to HTML
8	Week-08	27/02/2026	1	3.1.7 Working with HTML Tables 3.1.8 Linking Webpages
		02/03/2026	1	3.1.9 HTML Forms . Input Tag, Text Area, Drop Down Box
		03/03/2026	0	HOLIDAY
		04/03/2026	0	HOLIDAY

9	Week-09	06/03/2026	1	3.2 CASCADED STYLE SHEETS (CSS) 3.2.1 Ways to Apply CSS to an HTML document 3.2.2 CSS Selectors 3.2.3 CSS Properties
		09/03/2026	1	MAKING BASIC PERSONAL WEBPAGE
		10/03/2026	1	4.1 INSTALLATION OF OPENOFFICE OPENOFFICE WRITER 4.2.1 Parts of Writer Interface ,Title Bar , Menu Bar, Toolbars , Right-
		11/03/2026	1	4.2.2 Starting a Document 4.2.3 Opening a Document
10	Week-10	13/03/2026	1	4.2.5 Closing a Document 4.2.6 Printing a Document 4.2.4 Saving a Document
		16/03/2026	1	4.2.7 Selection, Cutting, and Pasting in a Document 4.2.8 Character Formatting , 4.2.9 Paragraph Formatting
		17/03/2026	1	4.2.10 Finding and Replacing of Text , 4.2.11 Spelling and Grammar Checking, 4.2.12 AutoCorrect
		18/03/2026	1	4.2.7 Selection, Cutting, and Pasting in a Document
11	Week-11	20/03/2026	1	4.2.8 Character Formatting , 4.2.9 Paragraph Formatting
		23/03/2026	1	4.2.10 Finding and Replacing of Text
		24/03/2026	1	4.2.11 Spelling and Grammar Checking , 4.2.12 AutoCorrect
		25/03/2026	1	OPENOFFICE CALC 4.3.1 Introduction to Spreadsheet, Sheets, and Cells
12	Week-12	27/03/2026	0	HOLIDAY
		30/03/2026	1	4.3.2 Parts of CALC Interface , Formula bar, Individual cells Sheet tabs
		31/03/2026	1	4.3.3 Starting, Opening, Saving, and Closing a Document 4.3.4 Freezing/Unfreezing Rows and Columns Freezing a row and a
		01/04/2026	1	4.3.5 Creating a Chart , 4.3.6 Creating Formulas
13	Week-13	03/04/2026	1	4.4 OPENOFFICE IMPRESS 4.4.1 Creating new Presentation 4.4.2 Parts of IMPRESS Interface ,Slides Pane, Tasks Pane, Workspace
		06/04/2026	1	4.4.3 Formatting a Presentation, Inserting slides, Selecting a layout, Modifying the slide elements 4.4.4 Applying an Animation
		07/04/2026	1	5.1 INTRODUCTION TO INFORMATION SECURITY
		08/04/2026	1	5.2 Threats to Information Security
14	Week-14	10/04/2026	1	5.2 Threats to Information Security
		13/04/2026	1	5.2 Threats to Information Security
		14/04/2026	0	HOLIDAY
		15/04/2026	1	5.3 Combating Information Security Threats
15	Week-15	17/04/2026	1	5.3 Combating Information Security Threats
		20/04/2026	1	5.3 Combating Information Security Threats
		21/04/2026	1	5.4 Information Security Best Practices
		22/04/2026	1	5.4.1 General Computer usage
16	Week-16	24/04/2026	1	5.4.2 General Internet Browsing
		27/04/2026	1	5.4.3 Password Management
		28/04/2026	1	5.4.9 Social Networking, Registering an account
		29/04/2026	1	5.4.10 Instant Messaging (IM), 5.4.11 Online transaction / ATM Automated Teller Machine (ATM)
17	Week-17	01/05/2026	1	5.4.12 Public Computer
		04/05/2026	1	Revision
		05/05/2026	1	Revision
		06/05/2026	1	Revision
18	Week-18	08/05/2026	1	Revision

S. Sahu
21/11/26
Signature of Faculty

H. S. Sahu
Signature of HOD
Dept. of Comp. Sc. & Engg.
DRIEMS Polytechnic